

## NC Initial Provisional Lateral Entry Birth-through-Kindergarten (BK) License Activity Check List

More at Four (MAF) teachers who hold a NC Initial Provisional Lateral Entry BK license should use this checklist to ensure they have met all requirements for a Standard Professional II-Birth-through-Kindergarten license.

Check off & date when completed C=completed IN =incomplete	Activities
	<b>TLU Enrollment and Mentor, Evaluator Assignment</b>
C	A. Submit TLU Enrollment Form
C	B. Placed on TLU waiting list for services
	C. Attend TLU Orientation Session with Site Administrator/Director (Webinar)
	D. Attend DPI Evaluation Training *Part One: Track A, B, and C (Webinar) *Part Two: Group Meeting-Locations to be announced
	E. Move from TLU waiting list to Active Teacher List and Assigned a Mentor and Evaluator Team
	F. Submit NC DPI Lateral Entry Licensure Application Packet (sent by TLU)
	G. TLU reviews education documents for licensure eligibility and submits to NC DPI Licensing Section
	H. NC DPI Licensing Section issues Initial Provisional Lateral Entry BK license
	<b>NC Testing Requirements</b>
	A. Although no test is required for the Birth-Kindergarten (B-K) license, BK teachers may be designated "highly qualified" to teach kindergarten by earning a score of 155 or higher on the Praxis test Early Childhood: Content Knowledge (0022)
	B. Teacher submits scores to TLU. TLU submits to DPI Licensing to change status code from 99 or 97 HQ Status Code 87.
	C. See: <a href="http://www.ncprek.nc.gov/TLU/tluTrackstoLicensure.asp">http://www.ncprek.nc.gov/TLU/tluTrackstoLicensure.asp</a> for more information and registration to take the test
	<b>Educational Requirements for BK Licensure</b>
	A. Select and enroll in an accredited college or university with an approved Birth-through-Kindergarten licensure program
	B. See: <a href="http://www.ncprek.nc.gov/TLU/tluTrackstoLicensure.asp">http://www.ncprek.nc.gov/TLU/tluTrackstoLicensure.asp</a> for a listing of NC colleges and universities. Remember to request college/university policy describing the internship/student teaching requirements, i.e., Can teacher remain in his/her MAF classroom?
	C. See: <a href="http://www.chea.org">http://www.chea.org</a> and confirm that the college or university that you have selected is accredited.
	D. Teacher may the option of requesting an evaluation by the Regional Alternative Licensing Center (RALC). Request that the TLU submit (for you) an "Application for Evaluation" to the Regional Alternative Licensing Center (RALC). The RALC will outline a course of study for a BK license and send it to the TLU.
	E. Request Plan of Study from the college or university
	F. Mail Plan of Study to the TLU

	G. Contact the <b>T.E.A.C.H. Scholarship Program</b> for help in financing your education and licensure. <a href="http://www.ncprek.nc.gov /TLU/teachScholarships.asp">http://www.ncprek.nc.gov /TLU/teachScholarships.asp</a>	
	H. Earn a minimum of six semester hours of the required coursework prescribed in the Plan of Study. Coursework must be completed each year of the three-year licensing cycle. All coursework requirements must be completed within three years.	
	I. Mail (official) transcripts of all completed coursework to the TLU at the end of each semester.	
	<b>TLU Services</b>	
Teacher continues in this process for three years in conjunction with the Lateral Entry Licensure process	The TLU supports initially-licensed teachers as they move through the following stages of licensure: (1) Initial Provisional LE BK license to a (2) Standard Professional I-BK license and ultimately to a (3) Standard Professional II BK license.	
	<b><u>Beginning Teacher Support Program (BTSP - 3 years)</u></b> <ul style="list-style-type: none"> <li>• Lateral Entry Teacher (Yrs 1-3) &amp; SPI-Teacher (Yrs 1-3)</li> <li>• Pre-service Checklist</li> <li>• Self-assessment with evaluation tool</li> <li>• Mentoring</li> <li>• Teacher Professional Development Plan-PDP</li> <li>• Evaluation - Formal Observations/Evaluations</li> </ul>	<b><u>Observations/IGPs</u></b> <ul style="list-style-type: none"> <li>• SPII Teacher (Yrs 1-5)</li> <li>• BTSP completed (no mentor assigned)</li> <li>• Self-assessment with evaluation tool</li> <li>• Develop own PDP with evaluator input</li> <li>• Evaluation continues - 2 per year during years 1-4 &amp; 3 per year during year 5</li> <li>• Professional Development - 150 clock hours or 15 continuing education credits (CEUs) or 10 semester hours (or combination)+ teaching experience [1 year FT = 1.0 CEU]</li> </ul>
	<b>Third and Final Year of Lateral Entry Licensure (and the Beginning Teacher Support Program - BTSP)</b>	
	<b>Requirements to move from an Initial Provisional LE BK license to a Standard Professional I-BK License</b>	
	A. Final year of Beginning Teacher Support Program (BTSP – mentoring services)	
	B. A final evaluation (Summative) is conducted by a TLU evaluator showing successful teaching as evidenced performance ratings	
	C. TLU submits the Summative evaluation to the college or university where you are enrolled to support a request for a Standard Professional I BK license. Each college or university has a specific protocol for recommending teachers for a SP I license. For example, most colleges/universities and RALC require an <u>official transcript</u> of completed coursework <u>and</u> a Summative Evaluation with approved performance ratings	
	D. TLU submits recommendation to the NC DPI Licensing Section for BK SP II **This action occurs during the summer of the final year or third year.	